



GOVERNING BOARD MEETING

Kentucky History Center and Museums, Frankfort, KY

Brown-Forman Room B

Friday, January 17, 2020

MINUTES

Board Members Present:

McCauley Adams, Anthony Apro, Mindy Barfield, Becky Bowling, Jennifer Brown, Tressa Brown (*ex officio*), Mary Hammond, David Lee, Mark Neikirk, Wayne Onkst, Geneva Parris, Henry "Tip" Richmond, Julie Scoskie, Kevin Smith, Tommy Turner, Jr., and John Wolford (*ex officio*).

KHSF Member Present:

Chip Atkins.

KHS Staff Present:

Scott Alvey, Doug High, Louise Jones, Jodi Lewis, Stuart Sanders, Teresa Stivers, and Dana Zinger.

- I. **Call to Order** – President Tommy Turner called the KHS Governing Board meeting to order at 1:28 p.m. on Friday, January 17, 2020, and declared a quorum present.
- II. **Introduction of New Board Members** – New board members McCauley Adams, Mindy Barfield, Becky Bowling, and John Wolford were introduced and welcomed to the board. Chip Atkins was also recognized and introduced as a new board member for the KHS Foundation.
- III. **Moment of Remembrance of Former KHS Supporters/Board Members** – KHS Foundation Director Doug High ask the Governing Board to recognize in memorial Warren Rosenthal and Dennis Dorton, both former Presidents of the KHS Foundation Board who had both recently passed. The Governing Board held a moment of silence in memorial to both of these staunch supporters of KHS.
- IV. **Approval of Minutes of October 18, 2019 Board Meeting** – The minutes of the October 18, 2019 board meeting were presented in advance via electronic copy and by paper copy at the meeting. President Turner called for additions or corrections to these minutes. There were none.

Motion by David Lee, second by Wayne Onkst, that the minutes of the October 18, 2019, Governing Board meeting be approved. Motion carried.



V. Committee Reports:

- A. Governance Committee/Personnel Committee – President Turner reported that the Governance Committee reviewed the Executive Director's performance evaluation procedure, the procedures for the revision of the current KHS Bylaws which the committee will undertake to revise, and received updates on personnel and volunteers. The board also reviewed the acquisition of new collections and collection loans.

No formal actions were needed to be brought before the full Governing Board for decision. This report was accepted.

- B. Finance Committee – Committee member Anthony Apro reported on behalf of the Finance Committee. As of December 31, 2019 (through FY2020 second quarter), KHS showed revenues of \$3,585,528. This is comprised of \$3,175,700 state general funds, \$170,000 federal funds, earned revenues of \$187,081, KHS Foundation direct program payments of \$62,322, and a credit for unused Mellon grant funds of \$9,576. Expenses for this same period showed personnel costs of \$2,121,335 (which includes payroll, benefits, unemployment insurance, etc.), operating costs of \$1,246,821 (which includes rent, utilities, Commonwealth Office of Technology fees, maintenance and repairs, postage and shipping, supplies, travel, etc.), grant expenses of \$15,512 (oral history grants), and KHSF direct expenses of \$62,322 (as is reflected in the revenue source above). This leaves an operating balance as of December 31, 2019 of \$139,537. The FY2019 to FY2020 comparison from the same period shows KHS to be behind by \$73,458, but it is anticipated that this will be caught up in the next two quarters when most of KHS revenues come into play with the Spring school tour and program season as well as a requested draw for programming from the KHS Foundation.

The position of KHS Director of Finance was posted last quarter but no viable applications were received. This position will still need to be filled but a revised position description may need to be developed.

No formal action was required by the full Governing Board from this committee. The report was accepted.

- C. Kentucky Museums & Heritage Alliance – Tressa Brown, KMHA Chair, reported that the Alliance was in the process of working out a membership program to encourage local historical organizations to be a part of the Alliance. She also reported that the 2020 annual meeting for the Alliance would be held in Paducah, Kentucky, in June and that the Museum Advocacy Day in Washington, D.C., sponsored by the American Alliance of Museums will be held in February. This report was accepted.



- D. Kentucky Oral History Commission – Commission Chair John Wolford reported that the Commission had awarded grants for twenty (20) interviews for women in government and politics to add to the oral history collections. The KHS staff are also revamping the oral history studio through a grant from the Kentucky Colonels to be able to do more video interviews soon. KHS Oral History Administrator Sarah Schmitt has also been working on webinars through the Kentucky Department of Libraries and Archives to help local libraries and organizations on how to preserve their local histories. Wolford also reported that the grant applications for the Spring 2020 granting cycle are due by March 16, 2020. The Kentucky Oral History Commission fall cycle awarded \$15,512 in grants which funded five (5) projects fully and one (1) project partially. This report was accepted.

VI. Other Reports:

- A. KHS Executive Director's Report/Staffing Report – KHS Executive Director Scott Alvey discussed the transitional period for the Tourism, Arts and Heritage Cabinet, of which the Kentucky Historical Society is an attached agency. He also reported on the KHS Annual Meeting held in November 2019 where Dr. James Klotter was recognized with an inaugural lifetime achievement in Kentucky history award. Alvey reported on the various key position vacancies with KHS, including the Deputy Director, Director of Finance, Associate Editor, and Curator. Alvey finally reported on the new Paul Sawyer watercolor painting exhibit which will be opening in Keeneland Gallery in February 2020 along with the submission of a grant application to Brown-Forman Corporation Foundation for a grant for a citizenship and civic action proposed exhibit to be housed in the Old State Capitol building. This report was accepted.
- B. KHSF Foundation – KHS Foundation Director Doug High reported that various sponsorship solicitations were going out for various programs and projects of KHS through the Foundation. The Governing Board was encouraged to contact High if they knew of individuals, organizations or companies in their areas where they would help make an introduction of High and Alvey to begin conversations of how these individuals and entities could support Kentucky history in their area and across the Commonwealth through the Kentucky Historical Society. This report was accepted.

VII. Update on Old/Ongoing Business:

- A. KHS Historical Markers Policy – KHS Executive Director Alvey stated that KHS staff are still working on revisions to the KHS Historical Markers Policy that will be reviewed by Tourism, Arts and Heritage Cabinet legal counsel and will be presented to the Governing Board at a future meeting.
- B. KHS Membership Program – The Governing Board was requested to submit ideas to either KHS Executive Director Alvey or KHS Foundation Director High on membership recognition and involvement.



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- C. KHS Strategic Plan – The Governing Board received a KHS Strategic Plan Playbook that was developed and will be part of all future KHS meetings. Other tools to be added to the Playbook will be data metrics of how programs and services are emerging in the overall strategic plan for KHS.

VIII. New Business:

- A. Appointment of 2020 KHS Nominating Committee – President Turner appointed the following members to the 2020 KHS Nominating Committee:
 - Jennifer Brown, chair
 - Tony Apro
 - Geneva Parris
 - Tip Richmond
 - A KHS Foundation board member to be named

- B. Other New Business – No other new business was presented.

IX. Next Meetings:

- A. Upcoming 2020 KHS Governing Board Meetings – April 17, July 17, and October 16, 2020.
- B. KHS Annual Meeting – November 6, 2020 @ 5:30 p.m., Old State Capitol, House Chambers, Frankfort, Kentucky.

- X. **Adjournment** – There being no further business to discuss, President Turner called for a motion to adjourn.

Motion by Jennifer Brown, second by McCauley Adams, that the Governing Board meeting be adjourned. Motion carried.

Respectfully submitted,

C. Scott Alvey, KHS Executive Director
Teresa S. Stivers, KHS Director's Office Manager, Recorder